



Supreme Court of the Philippines
Judicial and Bar Council
Manila



ANNOUNCEMENT

The Judicial and Bar Council (JBC) announces the opening/reopening, for application or recommendation, of the following positions:

Position	Deadline for Filing of Applications and Documentary Requirements
1. <i>Supreme Court Associate Justice</i> (vice Hon. Bienvenido L. Reyes , who will compulsorily retire on 6 July 2017)	18 April 2017
2. <i>Special Prosecutor</i> (vice Hon. Wendell E. Barreras-Sulit , whose term will end on 11 March 2017); and	20 March 2017
3. <i>Legal Education Board Regular Member</i> representing the <ol style="list-style-type: none"> a. Philippine Association of Law Schools (vice Dean Fe Bataller Añonuevo, whose term ended on 13 January 2017); b. Philippine Association of Law Professors (vice Atty. Manuel R. Riguera, whose term ended on 13 January 2017); and c. Ranks of Active Law Practitioners (vice Dean Antonio H. Abad, whose term ended on 13 January 2015). 	29 March 2017

Applications or recommendations (with *conforme*), together with one complete set of original or certified true copies of the documentary requirements, must all be received by the JBC (Mezzanine, Centennial Bldg., Supreme Court, Padre Faura St., Manila; Tel. No. 552-9607) not later than the deadline. **The date of actual receipt by the JBC of the applications and complete documentary requirements shall be deemed as the date of filing.**

The following are the required documents, which must be *tabbed* (using the corresponding number in the list, e.g. the application must be tabbed or labeled “1” and the PDS “2”) and accompanied with a transmittal letter indicating all the submitted documents and a compact disc or flash drive containing scanned or electronic copies thereof in Portable Document Format (PDF):

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| <ol style="list-style-type: none"> 1. Duly signed application or recommendation (with <i>conforme</i>) 2. Duly accomplished, computerized, and notarized Personal Data Sheet (JBC Form 1 – August 2016 version – downloadable from the JBC Website http://jbc.judiciary.gov.ph). 2a. Transcript of Law School Records 2b. NSO-issued Birth Certificate or, in the absence thereof as shown by NSO Certification, other proof of age and citizenship | <ol style="list-style-type: none"> 3a. Certificate of Employment stating applicant’s present position, annual salary, salary grade, and judicial rank, if any 3b. Service Record of applicants who have been employed in the government at any point 3c. Clearance or Certification of pending or decided cases against the applicant issued by current employer 3d. Certification of Assumption of Office or Oath of Office of applicant’s current position (only for Justices, Judges, Prosecutors, and lawyers from other government offices who have judicial rank) | <ul style="list-style-type: none"> • Blood chemistry – FBS, BUN, Creatinine, Uric Acid, Cholesterol, and SGPT • Electrocardiogram (12-Lead) 9b. Results of routine chest x-ray (excluding x-ray films) conducted within one year prior to the deadline for filing of applications 10. Medical Certificate with findings or impressions on the results of the medical examinations 11. Income Tax Return or Certificate of Compensation Payment/Tax Withheld for Years 2014 and 2015 |
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2c. Certificate of Admission to the Bar (with Bar Rating)

Note:

Nos. 2a-2c are to be submitted by first time applicants and by previous applicants who have not yet submitted them.

No. 3a is not required of employees of the Judiciary and solo law practitioners.

Nos. 3a-3c, 4, & 12 are not required of Justices and Judges.

Nos. 3a-3c, 4-10 must have been issued **not earlier than 18 October 2016** (for applicants for *Supreme Court Justice*); **20 September 2016** (for applicants for *Special Prosecutor*); and **29 September 2016** (for applicants for *LEB*), except chest x-ray, which must have been issued **not earlier than 18 April 2016** (for applicants for *Supreme Court Justice*); **20 March 2016** (for applicants for *Special Prosecutor*); and **29 March 2016** (for applicants for *LEB*).

4. Clearance of no pending case issued by the Office of the Bar Confidant

5a. Certificate of payment of membership dues or of lifetime membership issued by the IBP National Office

5b. Clearance of no pending case or Certification of pending or decided case(s) issued by the IBP National Office

6. NBI Clearance

7. Ombudsman Clearance

8. Police Clearance from place of residence

9a. Results of the following medical examinations conducted within six months prior to the deadline for filing of applications:

- Complete blood count
- Routine urinalysis

12. Performance Rating for Years 2013, 2014, and 2015 (for those in government service)

13. Sworn Statement of Assets, Liabilities, and Networth for Years 2014 and 2015 in case of applicants in government service, or for 2015 for those in the private sector

14. Two sample decisions/resolutions/ pleadings

15. Treatises, opinions, or articles written, edited, or published, if any

16. Documents showing the nature and status of cases filed against the applicant, if any

17. Certification as to number of years in the teaching of law in a duly authorized or recognized law school (for *LEB* applicants only)

Applicants must take note of the following guidelines:

a. Applications sent through electronic mail or facsimile machine, as well as other documents which are incomplete, out of date, or without a transmittal letter, **shall not be given due course**.

The transmittal must contain a manifestation that all the documents submitted are complete and up to date; that the applicant is solely responsible for any incomplete or out-of-date documents or data; and that the Personal Data Sheet used is the latest version and all the fields therein are accomplished.

b. Previous applicants (except those for the reopened positions of *Special Prosecutor* and *LEB Regular Member*) who are interested in the aforementioned positions must submit a **complete set of the required documents** except Items Nos. 2a, 2b, and 2c if these are already on file with the JBC. If they have new, modified, or corrected entries in their **updated PDS**, they must highlight or mark the said entries with a bright color.

3 March 2017.

FELIPA B. ANAMA

Clerk of Court & JBC *Ex Officio* Secretary